

<b>Directors</b>
Iain Grafton
Antony Callcut
Nicola Dunford – 5.05 - 5.45pm
Charlotte Power – 5 - 6.15pm
Simon Niles
<b>In Attendance:</b>
Clerk – Sue Howard
Totnes LGB Representative – David Gay
Newton & Teign LGB Representative – Linette Avery

### Minutes

<b>Welcome:</b> Chair IG welcomed everyone to the meeting	
<b>Declaration of Business Interests:</b> There were no declarations of interest declared at this point	
S1.17	<p><b>Constitution and Terms of Reference</b></p> <p>The Committee reviewed and agreed additional amendments to be made to the Constitution and Terms of Reference. The Clerk will update the final version in preparation of Board approval on 8 May 2017. The Terms of Reference will be reviewed on an annual cycle.</p>
S2.17	<p><b>School Improvement</b></p> <p>TC had produced various reports and these were made available to the Committee prior to the meeting via google drive. These included;</p> <ul style="list-style-type: none"> <li>• A case study</li> <li>• Autumn term data</li> <li>• Exceptional Data Report</li> <li>• Performance Data</li> <li>• MAT Improvement update</li> </ul> <p>The Committee agreed on the specific report they are requesting from the Executive Principal (EP) for future Committee Meetings, this will be;</p> <ul style="list-style-type: none"> <li>• A detailed report on Data across all the schools with Pupil Premium figures included. This report is to be made available to the Committee in advance of the meetings to enable time for members to read and then prepare questions in readiness for the next scheduled Committee meeting. If possible, questions to be emailed to the Clerk to then forward onto the EP prior to the meetings.</li> </ul> <p>Also requested for the second meeting is a report on specifically Pupil Premium across the MAT, to include a summary and overview, including attendance.</p> <p>The Committee confirmed that they will focus on the individual School Improvements' (SIPs') via the Data reports from the EP. The SIPs' will then feed into the MAT Improvement Plan (MIP) of which the Board will receive updates and review.</p>
S3.17	<p><b>Safeguarding Procedures</b></p> <p>The CEO had provided an example report to the Committee, following distribution of the new template in relation to the Safeguarding reporting process from LGB's to Directors. A summary report for all the schools will be made available for the second meeting on 23 May 2017.</p>
S4.17	<p><b>Attendance</b></p> <p>An attendance report had been produced by the Executive Principal (EP) and was made available to the Committee prior to the meeting. The Committee agreed that Attendance will remain a separate agenda item for future meetings and they requested for a more detailed breakdown on</p>

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	the data of those children who are persistently absent in relation to if they are Pupil Premium, Special Needs, English as Additional Language, Looked After or other.
S5.17	<b>LGB's</b> For consistency and continuity, the Committee agreed for the same representative from the Totnes Hub and Newton & Teign Hub Local Governing Boards, to sit on the Standards & Curriculum Committee. The Chair explained to them that for each Committee meeting he would expect them to come with three strengths and three weaknesses of their Hub schools and this would be evidenced based from Monitoring Visits that the Governors have carried out. The Clerk is to ensure that there is an item at the end of all LGB agenda's for feedback/update for Governors from the Committee.  The Committee proposed a training event for early in the Autumn term for all Governors to attend to raise their awareness and expectations in Governance. Possible venue Dartmoor Lodge. <b>IG to action</b> and liaise back to the Clerk.
S6.17	<b>Policies</b> The Clerk will produce a report on Policies delegated to this committee and a schedule of review dates in preparation of the second meeting on 23 May 2017.
S7.17	<b>Dates of future meetings</b> Dates of future meetings were confirmed as: 2/2017 – 23 May 2017

**Meeting Closed 6.40pm**

**Signed as approved copy by Chair – Iain Grafton**

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**Date 7.6.17**